



# Base Bulletin

Vandenberg AFB, CA 93437-0759



21 November 2001

No. 47

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items (via email to <mailto:publishing.management.dci@vandenberg.af.mil> or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-606-6614) to arrive at DCI/SCSP by noon Friday, the week before you want your item to appear. Submit your items typed or printed on 30 SW Form 8, Official Bulletin Notice. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Limit official items to four lines, unofficial to 2-3 lines and personal items to 1 line. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

## SECTION I - ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961  
Safety Hazard? Dial 5-SAFE (If off base, dial 605-SAFE)

## SECTION II - OFFICIAL

### 1. 30<sup>th</sup> Communications Squadron:

**a. Emission Security Announcement.** If you have classified processors and have a need to switch classified and unclassified signal wire lines or share one monitor, keyboard, and mouse with a classified central processing unit (CPU) and an unclassified CPU, an A/B switch can be used. Contact MSgt M. Landon at extension 5-2352 for more information.

**b. New AFSPC Forms Management Supplement:** The AFSPC Forms Management office has issued a new supplement to AFI33-360Vol2, **Forms Management Program**. The supplement prescribes several offices that are required to coordinate new and revised forms on a new overprint of DD 67 **Form Processing Action Request**. The supplement and the new DD 67 Overprint form are available at: <https://midway.peterson.af.mil/pubs/formlinks/ddforms.htm>. (30CS/SCSP-DCI, 6-7892)

Privacy Act Monitor & Freedom of Information Act	Ms. Marie Hope	30CS/SCXSF
Public Affairs	Capt Knowles	30SW/PA
OPSEC Manager & Foreign Disclosure Officer	Mr. Robert Edwards	30SW/XP
Base Records Manager	Mr. Joe Jiles	30CS/SCBR-DCI
Judge Advocate General	Col Arrigo or Lt Col Fleming	14AF/JA or 30SW/JA
Vice Commander	Col Elliott or Col Strathern	14AF/CV or 30SW/CV

**c. AFSPC Publishing Web Page Has Moved:** The new URL's for the publications and forms have moved to: AFSPC Forms Link Page — <https://midway.peterson.af.mil/pubs/formlinks/index.htm>, and AFSPC Electronic Publishing — <https://midway.peterson.af.mil/pubs/formpub.htm>. (30CS/SCSP-DCI, 6-7892)

**d. Do The Right Thing:** The AFSPC IG have recommended the Base RM Office (30 CS/SCBR) begin grading all Base RM quizzes. This applies to classroom and computer based training versions. Ten or more wrong answers will constitute members to repeat Base RM training and upon "successful" completion receive their AF 1256, Certificate of Training. (30 CS/SCBR, 6-4212)

### 2. Traffic Management Office:

**a. Separating, Retiring or PCSing?** PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially

OPR: 30CS/SCSP-DCI  
Distribution: F

**TEAM VANDENBERG**

select. As always, we will work with you to the greatest extent possible. POC: TSgt Dobbs, ext 6-0904 (30 TRANS/LGTTH)

**b. Shipping/Receiving Packages via Federal Express:** Attention all base organizations that ship and/or receive packages via Federal Express: Under the DoD approved GSA contract, FedEx is authorized to transport unmarked classified packages to up a classification of SECRET. Any packages you receive from FedEx must be treated as classified material until it is determined to be otherwise. When shipping classified items, they must be processed through TMO Cargo Movement unless other arrangements have been made. TMO must be advised on the classification level. Any questions may be directed to MSgt Hawley, ext 6-3381 (30 TRANS/LGTTF)

**3. Commissary & Mini-Comm Hours for Thanksgiving:** In Observance of Thanksgiving, the Commissary and Mini-Comm hours will be:

22 Nov 2001	Both Stores:	Closed
23 Nov 2001	Main Store Hours:	Closed
23 Nov 2001	Mini-Comm Hours:	0600-2100 (DeCA/WP.VRG, 5-8803)

**4. Annual Leave Donations:** Linda J. Richards, 30 MSS/DPHE, Vandenberg AFB, Alberta Perry, Richard Fuller and Mackey Tyndall from Tyndall AFB; Shanon Bowman, Fire Department, USAF Academy; and Denise Christopher, 56th Medical Operations Squadron at Luke AFB, have been approved for the Voluntary Leave Transfer Program. Civil Service employees wishing to donate their annual leave must complete an Optional Form 630-A. Come by Building 11777, Room B-105 to pickup/ complete/ turn-in the form. OF 630-A can be printed from website: <http://www.opm.gov/FORMS/PDF/FILL/opm630a.pdf>. (30 MSS/DPCE, 6-5847)

**OFFICIAL**

**Robert M. Worley II**  
**Colonel, USAF**  
**Commander**

**Mary E. Meyer**  
**Chief, Publishing Management**

### **SECTION III – UNOFFICIAL**

**Family Support Center:** Pre-Register for all Classes, Workshops & Seminars. (30MSS/DPF)

**a. Resume Writing:** 21 Nov 01, 0930-1130. Learn how to write a winning resume or update an old one. Learn current formats/styles, hot effective words and power statements to include in your winning resume! To register call Tinisha Agramonte at 5-8557.

**b. Individual Retirement Accounts:** 23 Nov 01, 1100-1200. Today's IRA's offer greater flexibility and incentives for saving than ever before. Learn how to determine the best IRA choice for you and your family. To register call 6-4491.

**c. Financial Basics:** 26 Nov 01 1100. Learn financial management basics such as checkbook maintenance, credit spending, choosing a financial institution, credit pitfalls, decoding financial terminology and making your paydays count! To register call 6-4491.

**d. TOPS (Take Off Pounds Sensibly):** Every Tuesday at 1900-2000. A weight reduction support group is available for those interested in losing weight and meeting with others who have similar goals. Call Julie at 733-7905, or the HAWC at 6-2221.

**e. Single Parents Support Group:** 27 Nov 01, 1100-1300 at the Pacific Coast Club. This is an informal group for individuals who are dealing with divorce and single parenting. Pre-Registration not required. For more information, call 6-9958.

**f. Interviewing and Dress for Success:** 28 Nov 01, 0900. Make a statement, and get the job! Learn what to wear and what "not" to wear. Learn tips to dress for your interview and workplace. To sign up, call 6-0039.

**g. WIC Office Comes To You:** 29 Nov 01. A satellite office of the Women, Infants, & Children (WIC) Program is at the Family Support Center from 0800-1700 for Vandenberg personnel who meet program requirements. WIC is a nutrition education program, and provides supplemental food to promote good health for pregnant, breastfeeding, and postpartum women, infants and children up to age five. For more information contact Teresa Orozco at 6-4636, or call the Lompoc WIC office at 737-6470 for an appointment.

**h. Newcomer Spouse Orientation:** 3 Dec 01, 745-1230 for a full morning of the Base Newcomer Orientation at the Pacific Coast Club or opt to arrive at 0950 to attend the Community Fair followed by the Spouse Group at 1100. Children are welcome to the Fair and Spouse Group — toys are provided. Meet other newcomers and learn about services and things to do on and off VAFB. Registration is not necessary, but call 6-0801 for more information.

**i. Job Information Expo:** 5 Dec 01, 1000, Family Support Center. Come to find out information on local job employment opportunities and sources. Find out who's hiring and who's not. Find out how to add your resume to the AF and local websites. Call 5-8557 for more information.

**j. Financial Basics:** 10 Dec 01, 1100. Learn financial management basics such as checkbook maintenance, credit spending, choosing a financial institution, credit pitfalls, decoding financial terminology and making your paydays count! To register call 6-4491.

**k. Sponsorship Training:** 10 Dec 01, 1500. Hear about the changes in the program and learn sponsor responsibilities, relocation resources, and tips to assist newcomers. Also offered as a tutorial on the "Intranet" or website <https://intranet.vandenberg.af.mil/sponsor/index.htm>. To sign up call 6-0801.

**l. Videophone Program:** This program provides videophone communication for immediate family of military members who are deployed, remote or TDY. Call MSgt Spencer at 6-0039 to set up an appointment.

**m. Volunteer Resource Program:** Fill your free time or learn new skills. Ms. Agramonte assists active duty, family members, retirees, and DoD civilians with volunteer placement, either on or off base, with local agencies. To volunteer, call 5-8557.

**n. Car Care Because We Care:** Available to eligible spouses of ADAF members deployed for more than 30 days or on a remote tour, and first term airmen. This program keeps the "primary" family vehicle of ADAF members in top running condition by preventive vehicle maintenance. Maintenance includes oil & filter check, lubrication, and vehicle safety checks on a grant basis. Call 5-8551 to learn more.

**o. Child Care for PCS:** Twenty hours per child is paid with Air Force Aid funds within 30 days of arrival or departure with PCS orders. This program is available to military members E-1 to E-5 and others in unique circumstances. Child care must be provided by licensed Family Day care providers on base. Pick up a Certificate of Eligibility and a list of providers at the FSC's Relocation office. Please bring a copy of your orders. To register call 6-0801.

**p. Nursing Mom's Program:** This program provides grants to rent electric breast pumps for ADAF families enrolled in Family Advocacy's New Parent's Program. The Family Advocacy Nurse Specialist determines the need. Call 5-8551 to learn more.

**q. Relaxation Room:** 0830-1530, Mon through Fri. Come sit in the massage chair, listen to soft music, and melt your stress away. Call the HAWC at 6-2221 to reserve your 30-minute session.

### **30th Services Squadron:** (30 SVS/SVK, 6-0276)

**a. Pacific Coast Club:** (For details on any club functions please call 734-4375 or 734-4376).

#### *Entertainment*

- **Every Friday is Club Card Drawing.** Don't miss your chance to win the Jackpot. Drawing is every Friday between 1700-2000. Must be present to win.
- **Entertainment Events:**
  - 24 Nov 01, 2100-0400. **All Nighter** in the Hawk's Nest.
  - 26 Nov 01, 1700. **Football Frenzy.** Tampa Bay vs. St. Louis.
  - 29 Nov 01, 2100-0200. **Mug Night with DJ** in the Hawk's Nest.
  - 30 Nov 01, 1800-2200. **Karaoke Night** in the Launch Pad.
  - 30 Nov 01, 2000-2400. **80's Night** in the Hawk's Nest.

#### *Menu*

- **Evening Dining Special:** 1800-2000.
  - 21 Nov 01. No Wednesday Dining Special due to the holiday.
  - 28 Nov 01. **Chicken Cordon Bleu**, \$9.95 or **10oz. New York Steak**, \$14.95.

**b. Fitness Center:** (30SVS/SVMP, 6-3832)

- **30 Minute Mania:** A new program that rewards you for working out. For each 30 minute workout, get an entry for a monthly prize giveaway. Entry forms available at the front counter.
  - **Ongoing Classes:** The Fitness Center has classes in Karate, Aerobics, Yoga and more. Stop by the Fitness center for the current schedule. For more information, call 736-6213.
  - **Run/Walk Across America:** This is a free incentive program with awards being offered for achieving levels of distance. This program is open to everyone. Sign up at the Fitness Center.
  - **Boxing Club:** Monday and Friday 1830 to 2000, in the Aerobics Center Annex. Contact Don Green at 733-2245 for more information.
  - **Rock Climbing Club:** If you are interested in forming a club, contact Rod Paronto at 6-3832 for more details.
  - **Upcoming Activities:**
    - 29 Nov 01, 0900-1000. **Cardio Room Orientation.**
    - 30 Nov 01, 1200. **Wild Turkey Shot Basketball Tournament.**
- c. **Bowling Center:** (30SVS/SVK, 6-3209)
- **Scotch Doubles Tournament:** 24 Nov 01. Check-In at 1730, Bowl at 1800. Cost is \$12 per player..
  - **Thunder Alley/Rock 300:** Glow and Bowl. Thursday, 1800-2100, Family Night. Friday, 2200-0100, Thunder Alley/Rock 300. Saturday, 2100-2400, Thunder Alley/Rock 300.
  - **Bonanza Bingo:** Play daily from open to close. It's only \$1 per card for a chance to win up to \$1000.
- d. **Services Center:** (30SVS/SVYR, 5-8974)
- Information Tickets & Travel
    - 23 Nov 01. **Christmas Shopping Trip to the Camarillo Mall.** Transportation \$35.
    - 6 Dec 01. **Disneyland or California Adventure.** Transportation to either park, \$35. Ticket purchase required.
    - 8 Dec 01. **Glory of Christmas** at the Crystal Cathedral. Transportation and reserved center balcony seating, \$65.
    - 27 Dec 01. **Aida** at the Ahmanson Theater. Transportation and orchestra seating \$98.
    - 13 Jan 02. **Stars on Ice** in San Jose. Transportation and tickets \$98.
  - **Natural Knead Massage Therapy:** Therapeutic massage is a valuable addition to health care and fitness routines as a natural way to promote healthy body functioning, and to enhance the body's restorative powers. Located in the Services Center, call for appointments at 5-4748. Current Specials Offered:
    - **Christmas Gift Certificates** available.
    - 30 Minute Lemon and Mint Foot Bath and Massage - \$25.
    - 1 Hour Aromatherapy Massage Special - \$45.
    - 1 Hour Massage Special for E1-E4 - \$35.
- e. **Youth Center:** (30SVS/SVYY, 6-2152)
- **Breakfast with Santa:** 15 Dec 01, 0900-1100. At the Youth Center. Tickets must be purchased by 12 Dec 01.
  - **Volunteers Needed:** Youth Sports is looking for volunteers to be coaches, scorekeepers and officials for the upcoming season.
  - **Parents Advisory Board:** Stop by the first Wednesday of every month for the Parents Advisory Board Meeting.
- g. **Marshallia Ranch Golf Course:** (30SVS/SVRG, 6-6262)
- **Holiday Hours:** Open on Thanksgiving Day.
  - **Ladies Priority:** Every Wednesday 0830-0900.
- h. **Rod & Gun Club:** (30 SVS/SVRO, 6-4560)
- **Open Skeet and Trap Shooting:** Every Wed, Fri, Sat, and Sun at 0830, except for special events.
- i. **Library:** (30 SVS/SVT, 6-6414)
- **Internet is Here!** The library now has Internet access available.

**Education Center:** (30MSS/DPHE, 5-5904)

- a. **SAT:** 14 Dec 01, 0830, at the Education Center. This test is open to active duty only. To schedule, call Base Education 5-5904. The SAT may be needed for various commissioning programs.
- b. **College Reference Library:** The Base Education Office now maintains a college reference library in Bldg 14002 in the student lounge. Hours to access the information are 0800-2100 M-Th, and 0800-1500 Fri. For information contact Base Education at 5-5904/5-5905.

**American Red Cross:** (ARC, 736-5110)**a. Santa Maria Class Schedule:**

<b>Training Course</b>	<b>Date</b>	<b>Time</b>
Introduction to Disaster Services # 3066	Tues Nov. 27	6:00 p.m. – 9:30 p.m.
Mass Care Overview #3068-1	Thurs Nov. 29	6:00 p.m. – 9:30 p.m.
Providing Emergency Assistance to Families	Sat Dec. 1	8:30 a.m. – 5:00 p.m.
Damage Assessment #3067	Tues Dec. 4	6:00 p.m. – 9:30 p.m.
Family Well Being Inquiry (new DWI)	Thurs Dec. 6	6:00 p.m. – 9:30 p.m.
Community Disaster Ed. Workshop	Sat Dec. 8	8:30 a.m. – 5:00 p.m.
Adult CPR & First Aid	Tues Dec. 11	6:00 p.m. – 9:30 p.m.
Emergency Response Vehicle (ERV)	Sat Dec. 15	8:30 a.m. – 1:00 p.m.
Disaster Action Team Workshop	Sat Dec. 15	1:30 p.m. – 5:00 p.m.

**b. Lompoc Class Schedule:**

<b>Training Course</b>	<b>Date</b>	<b>Time</b>
Introduction to Disaster Services # 3066	Mon Nov. 26	6:00 p.m. – 9:30 p.m.
Mass Care Overview #3068-1	Wed Nov. 28	6:00 p.m. – 9:30 p.m.
Providing Emergency Assistance to Families	Sat Dec. 1	8:30 p.m. – 5:00 p.m.
Damage Assessment # 3067	Mon Dec. 3	6:00 p.m. – 9:30 p.m.
Family Well Being Inquiry (DWI)	Thur Dec. 6	6:00 p.m. – 9:30 p.m.
Community Disaster Ed Workshop	Sat Dec. 8	8:30a.m. – 5:00 p.m.
Adult CPR & First Aid	Wed Dec. 12	6:00 p.m. – 10:00p.m.
Emergency Response Vehicle (ERV)	Sat Dec 15	8:30 a.m. – 1:00 p.m.
Disaster Action Team Workshop	Sat Dec 15	1:30 p.m. - 5:00 p.m.

**c.** Many of the above courses are free of charge. They are designed to prepare individuals and groups to participate in Red Cross disaster relief operations. Be part of the solution! Call the Santa Maria Office at 928-0778 or the Lompoc Office to register today or email us at, [disaster@sbaco-redcross.org](mailto:disaster@sbaco-redcross.org) Speak with Cheryl, Teresa, or Irene.

**Computer Training:** (MCA, 6-3771)

**Lunch & Learn:** Remember, you can bring your lunch to any Lunch & Learn class and "eat while you learn"! For information, e-mail to [james.wooding@vandenberg.af.mil](mailto:james.wooding@vandenberg.af.mil)

**Personal Computer Systems Training:** Learn Introduction to Computers -- A basic classes for beginners; Word 2000; Word Advanced; Excel 2000; Excel Advanced; PowerPoint 2000; Access 2000 Beginning; Access 2000 Intermediate; Access Lab, Palm PDA Beginning, and Project 2000; Publisher 2000, Front Page 2000, Outlook, and Outlook Email Only. In addition to the existing traditional demonstration/lecture courses offered at the computer training facility located within Bldg. 9360, MCA Engineers, Inc. also reserves specific 4 hour blocks of time for those students interested in completing Computer Based Training (CBT) courseware. This provides an alternate method for those who are unable to satisfactorily complete CBT's at their Personal Computer in their regular work environment. There are slots available both morning and afternoons. Call for more information, or e-mail to: [lexi.schwartz@vandenberg.af.mil](mailto:lexi.schwartz@vandenberg.af.mil).